

Dear Parents,

We are updating our scholarship application processes for the 2018-2019 season and beyond. It is imperative for the safety of our students and quality of our program that we are able to afford appropriate staffing for the number of students enrolled at all times. This is impaired greatly by the large number of scholarship, student-teaching, and work study applications we receive each school year. It is our deepest desire that ballet be accessible to all students at all times. But there are realities of being able to operate and it is imperative that we prevent abuses of our system. Thank you for your cooperation with our application procedures.

Best,

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SCHOLARSHIPS RULES & PROCEDURES

For the 2018-2019 season and beyond, anyone wishing to obtain a class scholarship must submit an application, a proof of hardship form, a signed copy of this letter, and the family's most recent W2 form. Guardian and student both must appear before the board for an interview at our June meeting for fall scholarship and must re-apply for the spring semester by appearing at our November meeting. Requests to interview and applications must be sent to <u>fred@integralballet.com</u>. Applicants who do not interview with the board will not be considered.

Students will only be considered for a hardship scholarship for two academic years after which they may no longer apply. As outlined on the scholarship application, students obtaining any form of scholarship for study must study (dance) exclusively at Integral Ballet for the entire calendar year, participate in all company and recital performances, and student teach at least one class per week if they are of age.

Going forward, all teachers and administrative staff, including board members who are also on the teaching or administrative staff, will be barred from selecting scholarship recipients. Teacher input will be considered only regarding the student's progress and performance during class time. Infractions upon staff time including behavioral issues, absenteeism, late pick-up, late class arrival, delayed payments for costumes and other bills, and other administrative time will be considered with each scholarship application

WORK-STUDY/STUDENT TEACHING RULES & PROCEDURES

Work study and student teaching applications can be submitted by email to <u>fred@integralballet.com</u> by August 15th prior to any given school year. Students will be assigned preferred classes based on seniority and first come, first serve and must commit to the entire school year. **Work study opportunities will only be available to student teachers working with tots and pre-ballet classes**. Level 1 and higher classes do not necessitate student teachers. Though we welcome students wishing to student teach for honor society and community service hours, these classes will no longer qualify for the work study option of exchanging one hourly class for one hour of student teaching.